



Office of the City Clerk

Weekly Report – for Week Ending March 24, 2017

OFFICE OF THE CITY CLERK – PROJECTS AND STATUS

Elections

March 7 Primary Nominating Election:

The County Registrar-Recorder/County Clerk certified the March 7, 2017 Primary Nominating Election on March 21, 2017.

May 16 General Election:

Staff has recruited 100% of the polling places and collection depots needed for the May 2017 General Municipal Election. Systems staff is preparing the insert file for the 855,000 Permanent Vote by Mail ballots. The City will be deploying up to 1,500 Precinct Ballot Reader and Audio Ballot Booth (PBR/ABB) pairs to 1,360 polling stations.

Staff attended six community events, including one for the Russian community this week and is preparing for a Community College blitz (an intensive multi-day outreach campaign that encourages participation in local government) in April 2017.

Systems

1,551 archived Council files dated back to year 2002 were scanned and uploaded onto the Council File Management System (CFMS). All 2002 Council files are now scanned and available online through the CFMS.

Staff continues to work with ITA on developing an online system to order and track public record requests. NextRequest provided a demonstration of their cloud-based Public Request Service system and workflow. This product is currently being used by the cities of San Diego, Seattle, and the County of Sacramento.

Neighborhood and Business Improvement Districts

On March 21, 2017, the Request for Proposals was released for the proposed Historic Route 66/Santa Monica Boulevard Business Improvement District.

The City of Los Angeles has been approached to host the 2019 International Downtown Association World Congress. A planning and coordination meeting will be held in April 2017.

Neighborhood Council (NC) Funding Program

NC Funding Roundtable Discussions in each of the seven Planning Areas of the City continue this week, with a meeting held at the Hollywood Constituency Center on March 21, 2017. Discussion topics include the integration of the NC Funding Program into the Office of the City Clerk, outstanding monthly activity reports, and general program administration issues.

There are currently five Neighborhood Councils with frozen funds due to NC Plan violations and/or unresolved financial management issues.